Tasking Memorandum 99-3 11   For DCMC HQ Staff, Cdrs DCMDs, Cdrs CAOs

Subject: Automation of the Federal Directory of CAS Components/DCMC Personnel Directory

Date:

Target Audience: CAS Component Points of Contact (POCs) at DCMC Northrop Grumman Melbourne; DCMC Stewart & Stevenson-Sealy; DCMC Boeing Long Beach, CA; DCMC Lockheed Martin Fort Worth; DCMC Van Nuys; DCMC Lockheed Martin Astronautics (CO); DCMC Lockheed Martin Delaware Valley; DCMC Bell Helicopter; DCMC Raytheon; DCMC Northrop Grumman St. Augustine; DCMC Boeing Philadelphia; DCMC Boeing St. Louis; DCMC Chicago; DCMC Lockheed Martin Orlando; DCMC St. Louis; DCMC Lockheed Martin Missiles & Space (CA)

New Information/Guidance:

- During the period 20 Sep – 4 Oct 99, an Operational Test of the Automated Federal Directory of CAS Components/DCMC Personnel Directory is being undertaken. Participating CAOs were selected randomly.
- The purpose of the CAS Component Directory is to provide DCMC customers with timely contractual information in an automated environment to perform their mission. The automation effort will reduce costs, provide the customer real-time information and to comply with the Paperless initiative.
- The automated CAS portion of the Directory provides mailing addresses, telecommunication numbers, payment office information, DoDAAC codes, and ADP points, system codes for DCPDS (organization codes) and MOCAS, and is tied to over 250 automated systems that support DCMC customers (i.e., Army, Navy, etc.).
- The DCMC Personnel Directory will allow personnel to look up individuals within DCMC for email addresses, telephone numbers, etc. This Directory will be updated monthly by download from the Personnel System.
- All CAOs should have appointed a Primary and Alternate to maintain the Directory. The randomly selected CAOs listed above should have their POCs access the system through the DCMC Home Page and test the system. You can access the site via WWW using the following address: http://www.dcmc.hq.dla.mil:8000/dlainfo.nsf. The Operational test description tasks are attached.
- An attached Powerpoint file describes the timeline for the automation of the Directory. All actions are on schedule.
- Should users encounter problems accessing the system or updating information, please send the following information via email to Jeff Brown, DCMC-BD at jefbrown@dcmde.dla.mil. Final comments should be sent NLT October 4, 1999.

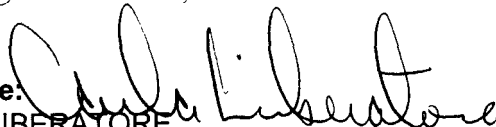   NAME:
      ORGANIZATION:
      TELEPHONE NUMBER,
      NATURE OF PROBLEM:
      RECOMMENDED IMPROVEMENTS.

Point of Contact for Further Information:
jefbrown@dcmde.dla.mil, Business Information Center (DCMC-BD) (770) 590-6727, DSN 697-6727

Signature:
CARLA LIBERATORE
Executive Director
Business Operations

fedtimelines.ppt   "Test Description.doc"

2 Atch: Timeline, Operational Test Description